

**CITY OF SUNNYVALE**  
**DEPARTMENT OF LIBRARY AND COMMUNITY SERVICES**  
**SUNNYVALE ATHLETIC FIELD REGULATIONS**

Applicant is responsible for calling the Turf Hotline at (408) 730-7585 on the day before using to check the status of the field. Use must be cancelled if field is closed for any reason. Play on a closed field that cause unreasonable wear or damage may result in the loss of current and future reservations. Please contact the reservation office if your field is closed on a reserved date. If we are unable to make-up or re-schedule your reservation due to field closure, we will reimburse the credit card that is listed on your reservation application for the amount of that particular unused date.

- All fees connected with the use of the field are to be paid at the time the permit is issued by credit card only. (VISA or MasterCard accepted)
- Permits cannot be transferred, assigned or sublet.
- To cancel a reservation, please call the Field Coordinator at (408) 730-7721 at least 14 days prior to the reserved date and rental fees will be refunded. If cancellation is done less than 14 working days, fees will be forfeited.
- Proof of insurance may be required, depending on the type of event.
- Planned use of any equipment must be stated on your Application and Special Request Section.
- Each individual in the group must obey all applicable City, State, and Federal rules, ordinances, laws and regulations. If you do not, your permit may be cancelled, you may be asked to leave the field and/or be subject to legal action.
- The person or organization in whose name that permit is issued assumes all responsibility for use of the field.
- The City of Sunnyvale is not responsible for accidents, injury, illness or loss of group or individual property.
- Alcohol is not permitted on the fields including spectators.
- NO amplified music or speeches are allowed in the parks except by special permit.
- NO permanent equipment will be used or stored on the field or park area unless given prior approval by the Parks Department. (Permanent soccer goals and equipment, baseball equipment, football equipment, etc. Include items in the Description section.)
- Fields located on school property are not reservable when school is in session.
- Only authorized vehicles are allowed on park grounds. You may park only in designated parking areas, including the time spent loading and unloading your vehicle.
- Fields reserved exclusively for your activity are indicated on your permit. Other non-reserved fields/areas may be used by anyone on a first come first serve basis.
- Commercial or profit-making activities are not allowed except by special permit.
- All refuse must be placed in trash receptacles or otherwise removed from the site. Fields must be left in as clean a condition as they were at the beginning of the permitted use.
- Applicant must be at least 18 years of age to make a reservation.
- Intended use may or may not be approved by reservation staff. Rentals in direct conflict of City programs will not be approved.
- *User groups are responsible for providing Porta-Potties at the following sites: Bishop, Cherry Chase, Cumberland, Ellis, Hollenbeck, San Miguel, Vargas, and West Valley.*

**Field Reservations: Marlon Cruz**  
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